

# DEUSOP06 – Digital Video Recorder Examination

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## 1. Scope

- 1.1. This standard operating procedure is utilized for the acquisition and reporting of Digital Video Recorder (DVR) devices.
- 1.2. This standard operating procedure should not be used for Mobile Phone Devices.

## 2. Background

- 2.1. To establish the practices for documenting the examination of evidence to conform to the requirements of the Department of Forensic Sciences (DFS) Digital Evidence Unit *Quality Assurance Manual*, the accreditation standards under ISO/IEC 17025:2017, and any supplemental standards.

## 3. Safety

- 3.1. If necessary due to condition of evidence received (e.g. hazardous and/or biological substances), wear appropriate personal protective equipment (e.g., lab coat, gloves, mask, eye protection), when carrying out standard operating procedures.
- 3.2. Refer to DEUSOP01 – Handling Digital Evidence for additional precautions and requirements when examining evidence items.

## 4. Materials Required

- 4.1. Forensic examination workstation; forensic software; manuals for forensic software; media storage; digital camera; toolkit(s).

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## 5. Standards and Controls

5.1. Not applicable.

## 6. Calibration

6.1. Not applicable.

## 7. Procedures

- 7.1. Record/Document the evidence packaging paying particular attention to the seal and markings on the package.
- 7.2. Record/Document the make/model, serial number.
- 7.3. Using the tool kit, with care, open the case and identify the number of storage devices contained within the DVR.
- 7.4. Remove each storage device and follow the DEUSOP05 – Digital Device Examination.
- 7.5. Depending on the type of DVR and the proprietary nature of the software installed on the DVR, it may be necessary to extract the video files using the DVR system itself. Determine using forensic software if the required video files can be extracted and extract them to external media storage.
- 7.6. Connect the DVR to a monitor and power on while the internal storage devices are removed to document the date/time, then return storage devices to the DVR.
- 7.7. If you are unable to recover the video files using the appropriate forensic software for DVR analysis, refer to the manufacturers guide on archiving/backing up video data to storage media.
- 7.8. Produce a hash value for the DEU storage media containing the extracted video files.
- 7.9. Create two copies of the original evidence: a best evidence and a working copy. Create a best evidence copy on appropriate storage media. Enter the item into LIMS and mark with appropriate DFS number for storage in DEU evidence. Create working copy and store the image on DEUNet. The image should be saved in the correct case folder. Within the case folder, the image should be saved in the “Evidence” folder, inside a folder that has the same name as evidence identification (e.g., Item 0006/Item 0006.E01).

7.10. Refer to DEUSOP07 – Analysis, Interpretation and Reporting of Results.

## **8. Sampling**

8.1. Not applicable.

## **9. Calculations**

9.1. Not applicable.

## **10. Uncertainty of Measurement**

10.1. Not applicable.

## **11. Limitations**

11.1. Due to damage or other factors, some or all of the above examinations might not be possible. It is at the discretion of the digital evidence scientist as to what examinations are necessary and if they should be conducted.

11.2. It may be necessary to conduct multiple examinations utilizing different equipment and forensic acquisition methods.

## **12. Documentation**

12.1. DEUF02 Digital Device Acquisition

12.2. DEUSOP01 – Handling Digital Evidence

12.3. DEUSOP05 – Digital Device Acquisition

12.4. DEUSOP07 – Analysis, Interpretation and Reporting of Results

## **13. References**

13.1. Digital Evidence Unit Quality Assurance Manual (Current Version).

13.2. DFS Departmental Operations Manuals (Current Versions).

13.3. Forensic Science Laboratory (FSL) Laboratory Operations Manuals (Current Versions).

13.4. Digital Evidence Unit Laboratory Operations Manuals (Current Versions).

13.5. SWGDE Standards and Controls Position Paper, (v1.0 Jan 30, 2008).